

Role Description: Scrutiny Co-opted Member

There is a requirement, where a council is responsible for education functions for certain voting co-optees to be appointed to the relevant committee. The provisions made in the Education Act 1996 Act apply to overview and scrutiny committees by virtue of Schedule 1 of the 2000 Local Government Act.

For most authorities, this will mean the appointment of two diocesan representatives (one Church of England and one Catholic) and two parent governor representatives (one primary, one secondary, and both from maintained schools). Such co-optees have voting rights on all education matters and can participate in discussions on other items on the Committee's agendas.

Appointments to the positions will be made on an annual basis, however, existing co-optees will be invited to continue in their role – normally for up to three years - before a new appointment is sought.

Your role and responsibilities as a scrutiny co-opted member

Your contribution is vital to effective scrutiny in Blackpool. You can do this by ensuring that you:

- Prepare for meetings by reading the agenda thoroughly
- Participate and fully contribute in meetings
- Identifying areas within education or related matters for further consideration
- Build your understanding of scrutiny through attending training and other events
- Be independent and value the importance of good scrutiny.

Values, Skills and Attributes

As a scrutiny co-opted member, you should be able to demonstrate that you:

- Can analyse and evaluate data and research presented, identifying potential outcomes and recommendations that would improve services
- Understand and be able to monitor performance and service delivery and investigate and address the causes of underperformance
- Have strong listening and questioning skills
- Have confidence in challenging others appropriately and be prepared to test answers to questions, assumptions and statements
- Have a high level of knowledge of education matters in Blackpool.

Time Commitment

You will be expected to take the time to thoroughly read agendas and papers, giving consideration to areas for questioning, subject matters for further investigation and potential recommendations that could be made.

Each Committee is scheduled to meet five times per year in the evening, with meetings on average lasting approximately two hours. Before each meeting a pre Committee briefing will be held that all

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members are requested to attend and regular training events will be provided through the year at which attendance is expected. The time commitment, including all preparation, per meeting is estimated to be six hours.

You may also be asked to participate in Review Panels relating to education matters. Panels investigate issues in more depth and can vary between one or more meetings and lengthy reviews depending on subject matter. It is therefore difficult to estimate time commitment, however, members will be expected to read and research the subject matter in detail.

Additional information

Statutory co-opted members are subject to the code of conduct and are required to make a declaration of disclosable pecuniary interests and to declare offers of gifts and hospitality made to them in their role as a co-opted member.